

Vacancy Details

Personnel Notice:

60-17

Date Announced:

6/26/2017

Closing Date:

7/7/2017

Command:

NAVSEA

Grade:

GS-11/12/13/14

Type:

Assistant/Associate Counsel

There is an immediate vacancy for an attorney to serve as Assistant Counsel in the Office of Counsel at Pearl Harbor Naval Shipyard & Intermediate Maintenance Facility ("Shipyard").

Located on Joint Base Pearl Harbor-Hickam, Hawaii, the Shipyard is operated by the Naval Sea Systems Command ("NAVSEA"), and provides depot and intermediate level maintenance and repair to nuclear and conventionally powered ships and submarines. The Shipyard presently employs approximately 5,200 civilians and 800 military with an annual budget of greater than \$700 million. It is the largest industrial employer in the State of Hawaii. For more information, go to <http://www.navsea.navy.mil/Home/Shipyards/PHNS-IMF/>.

NAVSEA is responsible for the development, acquisition and maintenance of ships, shipboard systems and ordnance for the Department of the Navy ("DON"). NAVSEA has an annual budget of approximately \$30 billion and a workforce of roughly 53,000 military and civilian personnel, and operates the nation's four public shipyards.

The Shipyard Office of Counsel is a field office within the NAVSEA Office of Counsel, a part of the DON Office of the General Counsel ("OGC"). The NAVSEA Office of Counsel employs over 140 attorneys at its headquarters at Washington Navy Yard and 21 field offices located throughout the United States.

The Shipyard Office of Counsel is comprised of a Counsel, two Assistant Counsel (including the current position), and one program manager. The Shipyard Office of Counsel has a varied workload that covers many of the DON OGC's practice areas, with emphases on federal acquisition law, appropriations law, civilian employment and labor law, environmental law, Freedom of Information Act and Privacy Act compliance, and government ethics.

The successful candidate will assume a heavy acquisition workload but is also expected to support the other areas of practice under Shipyard Counsel's direction. The position is rated GS-11/12/13/14 and has a full performance level of GS-14. The actual grade will depend on the qualifications of the successful applicant. To be eligible for selection at the GS-11 level, recent law school graduates and applicants with less than one year of legal experience must have graduated in the top one-third of his/her law school class or must present other evidence of clearly superior accomplishment, such as a work of significance as a member of the law school's law

review or journal, participation in a moot court competition, or membership in the Order of the Coif. To be eligible for selection at the GS-12 level, the applicant must have at least two years of experience as an attorney. To be eligible for selection at the GS-13 level, the applicant must have in excess of two years of experience as an attorney. To be eligible for selection at the GS-14 level, the applicant must have a minimum of three and one-half years of experience as an attorney. The grade level offered will be based upon the successful applicant's qualifications and funding availability. Among qualified applicants, preference is expected to be given to hiring the best qualified applicant at the lowest pay grade.

Applicants will be evaluated based on their (1) experience and training in the relevant OGC practice areas listed above, with additional significance given to federal acquisition law experience; (2) research, analytical, and writing skills; (3) oral communication skills and ability to develop strong attorney-client relationships; and (4) interpersonal skills, and their ability to work both independently and as part of a team. Recent experience in litigation before U.S. district courts and/or administrative forums will be considered favorably. Although not mandatory, multi-practice area experience in rendering advice concerning federal acquisition regulations, policies and guidance or labor law disputes or arbitrations or other employment law matters will be favorably considered. Regardless of the pay grade, a demonstrated ability to learn quickly and to handle matters of first impression is also highly desirable. Knowledge of the DON, NAVSEA, and OGC is desirable, but not mandatory. Applicants with a record of making significant contributions to the advancement of the DON OGC or equivalent office of the general counsel or law firm beyond the day to day legal practice are desired.

The successful candidate must be a U.S. citizen, have graduated from a law school accredited by the American Bar Association, be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. territory, or the District of Columbia, be admitted to practice before a state or federal court, and be eligible to obtain and maintain a Top Secret security clearance.

Interested attorneys should contact Mr. Jason Zhao, Shipyard Counsel, at (808) 473-8000, jason.zhao@navy.mil. Applicants should submit a résumé, two legal writing samples, not to exceed 10 pages each, that demonstrate analytical and/or advocacy abilities, their law school transcript, including class rank, if they graduated less than five years before this announcement closing date, two most recent performance appraisals, if available, and the names and telephone numbers of at least three professional references who may be contacted. The application should indicate the lowest grade level that the applicant will consider.

It is recommended that applications be sent electronically to Mr. Jason Zhao at jason.zhao@navy.mil. If necessary, applications may be sent via Fed Ex or similar means to:

Office of Counsel
Pearl Harbor Naval Shipyard & Intermediation Maintenance Facility
667 Safeguard Street, Suite 100
Joint Base Pearl Harbor Hickam, HI 96860

This announcement closes on July 7, 2017 at 11:59 PM EST, and applications must be received by that time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of www.ogc.navy.mil).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge

from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit www.opm.gov/veterans and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement

Legal and Regulatory Guidance: https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance

Relocation expenses are not available.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.